

Lehi Celebration Boutique 2009

June 19th and 20th

Calendar

March 16

****Application Deadline****

March 23

Acceptance/declined
notifications mailed

April 17

Booth fees due

April 30

Cancellation deadline for
full refund

May 15

Booth assignments and
set-up info mailed

June 18

Vendor check-in/set-up

Application Checklist

Your application must include the
following: (don't send product samples)

- **Completed and signed Application**
- **5-10 Photographs of Products**
not to exceed an 8"x10" size,
labeled with name/business.
Please do not send bulky books,
binders or albums. Note, photos
will not be returned.
- **1 Color Photograph of Booth**
displaying your products. If you
cannot include a booth photo,
please send a sketch of your
booth design and display.
- **Mail To:**
Lehi Celebration Boutique
P.O. BOX 33
Lehi, UT 84043

Frequently Asked Questions

- Q. How will my application be reviewed?
- A. The Celebration Committee will review and score each applicant using a 0-5 scoring system. Scores are then tallied and a cutoff score is determined in each category. Vendors will be reviewed in their respective category(s) based on the following:
- Product photographs will be reviewed on quality, customer appeal, and uniqueness
 - Booths display photographs will be reviewed on design, layout, and organization.
- Q. What determines if my application is accepted or not?
- A. All vendors are welcome to apply, knowing that:
- All products must be on hand and available for purchase during event.
 - Booths taking future orders, offering services or informational in nature will not be accepted.
- Q. If I share a booth, do both of us need to apply?
- A. If you are sharing a booth, please **do not** submit two applications. Only one is required. Only the Applicant may check in with Photo ID.

Booth Fees

- \$100 Lehi resident or
business, 10'x10'
booth space
- \$125 Non-resident or
business, 10'x 10'
booth space

Refund Schedule

(for accepted vendors)

- Before April 30: 100%
April 30-May 30: 50%
After June 1: no refund

Impressive Booth Awards

Five vendors will be awarded an Impressive Booth Award. The recipients will be granted acceptance into Lehi Celebration Boutique 2010, provided that their product continues to be consistent with Lehi Celebration Boutique standards. Winners will still be required to send an application for the following year.

Judging Requirements:

- Well organized booth and display
- Courteous staff that assist customers in a professional way.

2009 Vendor Application

Last Name	First Name	
Business Name		
Address		
City	State	Zip Code
Home Phone	Business Phone	
E-mail Address		

Set-Up Day

The day to set-up your booth is **Thursday June 18th, 2009**. Please circle which time slot you prefer:

- Morning
- Evening
- No preference

Product Categories

Please select a category(s) best describing your product(s):

- ☐ Bath & Body
- ☐ Ceramics/Porcelain
- ☐ Fine Art
- ☐ Functional Pottery
- ☐ Jewelry
- ☐ Leather
- ☐ Music
- ☐ Textile Useables
- ☐ Textile Wearable
- ☐ Toys
- ☐ Other: _____

Price Range of Products: _____

Rules & Regulations:

I understand, as a vendor, I must offer products to sell on the premises. Each booth must have products on hand to purchase. NO informational or service oriented booths are allowed.

I agree to sell only that merchandise which is shown in the photographs that are part of this application. I understand that submitting an application does not guarantee me space in Lehi Celebration Boutique.

If there is new product you want to add or change, you will need to submit new photos by June 1st to be approved by the committee.

A booth space is an uncovered 10' x 10' space on the grass. Electricity is not available. Vendors are to provide their own booth structure or canopy, tarps, tables, chairs etc. Displays must be confined to the booth space and not override into the walkways or the spaces to the side or rear of the booth. Booth spaces are assigned randomly. Assignments must be adhered to and are not transferable. All sales must take place from your assigned booth and not from vehicles, trailers, etc.

Each vendor will be assigned a set-up time that must be honored. Vendors are to be in their booth from 9:30am – 7:00pm. Take down time will begin on Saturday June 20th (approx 7:30pm.) Lehi City is not responsible for monitoring the booths or product for any vendors overnight. Vendors are responsible for the safety of their product. Vendors who sellout their products must remain in their booths for the duration of the Lehi Celebration Boutique

Vendors are to comply with the Utah State Tax regulations. The Tax Commission will provide tax packets for each vendor. If you are selling homemade goods, you will need to have a temporary food handlers permit & the number to get the info is: 801-851-7525. You will need to do this 2 business days prior to the event.

Lehi Celebration Boutique is not dependent on weather. Fees will not be refunded in the event of rain or winds.

Applicant's Signature

Date